

Petersburg Regional
Local Human Rights Committee Meeting Minutes
November 13, 2013

Committee Members Present:

Mr. Michael Nichols, LHRC Member/Chair
Mr. Norman Stone, LHRC Member
Mr. Steven Watkins, LHRC Member/Secretary
Ms. Isabel Vartanian, LHRC Member
Mr. Rudi Jackson, LHRC Member
Ms. Kathy Tierney, LHRC Member/Vice Chair

Committee Members Absent:

None

Affiliate Members (Group B) Present:

Mr. Lola Shodeinde, Amazings Grace, LLC, LHRC Affiliate
Ms. Debbie Montgomery, Amazings Grace, LLC, LHRC Affiliate
Mrs. Wilma Mullins, DBS Family Services, Inc., LHRC Affiliate
Mr. Wesley Mullins, DBS Family Services, Inc., LHRC Affiliate
Ms. Kristina Derderian, Y.E.A., LLC, LHRC Affiliate
Ms. Margaret Gwynn, A & C Alternative Care, LHRC Affiliate
Ms. Erica Riley, We Care Residential, LLC, LHRC Affiliate
Ms. Kimberly M. Lindblad, Specialized Youth Services of Va., Inc., LHRC Affiliate and
Liasion to the Committee
Ms. Fatima Smith, New Journey Family Services, LLC, LHRC Affiliate
Ms. Janeska Jefferson, Balanced Minds, LHRC Affiliate
Ms. Pattie Murphy, Ridge Place Family Services, LHRC Affiliate
Ms. Tamika Lynch, TAG Services LHRC Affiliate
Ms. Shani Peebles-Johnson, United Family Services, LLC, LHRC Affiliate (Group A)

Affiliate Members (Group B) Absent:

Ms. Arleatha M. Simms, Simms Children Assist. Services/New Horizon Group Home,
LHRC Affiliate
Mr. Rudolph E. Ford, Jr., S.O.A.R., LLC, LHRC Affiliate
Dr. Anthony Duncan, Total Wellness Centers, Inc., LHRC Affiliate
Mr. Chad Chappell, C & N Family Services, LLC, LHRC Affiliate

Others Present:

Ms. Carrie Flowers, Human Rights Advocate, Office of Human Rights
Ms. Amber Palla Berry, VCU Student Intern with Specialized Youth
Services
Ms. Star Branch, VSU Student Intern with Balanced Minds

I. Call to Order

- a) Mr. Nichols called the meeting to order at 2:41pm. Introductions were made.

II. Approval of the Minutes

- a) The committee reviewed the minutes from the August, 2013 meeting. Mr. Jackson motioned to approve the minutes; Ms. Tierney seconded. Motion carried.

III. Public Comments

No public comments were made.

IV. New Business

- a) Amazings Grace requested a service change on their DBHDS license to serve adults in their group home, as opposed to youths; as a result they were required to change their affiliation with the LHRC. The home remains in North Chesterfield. The home has the capacity to serve three adult males. The services will assist clients with ADLS, community integration, behavior management, health/safety issues, and any other services required to best serve each individual client. The owners are requesting the change due to the state-wide movement to deinstitutionalize clients receiving mental health and behavioral services from the larger state institutions. The home would be in a position to provide services to a greater number of clients with this change. They plan to work diligently along with DBHDS to accommodate the clients being discharged from local state institutions, to ensure they are adequately prepared for the clients. Mr. Jackson motioned to accept the change in licensing (from services for youth to services for adults); Mr. Stone seconded the change.
- b) YEA, LLC currently provides TDT services in Petersburg at several public schools (3 sites) and in Richmond in their city school system. They are requesting to add four new sites to their DBHDS license: J.E.B. Stuart Elementary School, Vernon Johns Junior High School, Peabody Middle School, and Petersburg High School. At these sites, they will continue to provide group sessions to assist identified children with information/education/benefits of medication compliance and behavioral interventions to assist them in meeting identified service goals. The agency will do home visits with the parents on a monthly basis, as well as weekly phone contacts to ensure they are informed of their child's progress and involved in their services. The agency operates their services out of Blandford Academy/Boys

and Girls Club during the summer months. Staff to client ratio is 1 to 6. Ms. Vartanian motioned to approve the expansion; Mr. Watkins seconded the motion. Motion carried.

V. Old Business

- a) The agencies TAG Services, New Journey Family Services, and DBS Family Services all report they sent their original dues and their renewal dues monies, but the entries are not reflected on the financial report from Gateway Homes. Ms. Lindblad will follow up with Dr. Hyatt of Gateway Homes for an updated report to see that these agencies' contributions are documented and accounted for. All affiliate agencies from whom the committee requires a payment (Poplar Springs Hospital and SYS of Va., Inc. are excluded), were due to make a renewal payment of \$50 to Gateway Homes (for money maintenance and record keeping only) as of July 1, 2013. Thus far the following agencies are reflected as having paid their dues: the Jireh House, B & W Supportive Counseling Group, Youth Excel and Advancement, River City Residences, Caring Hearts, New Desires Services, Life Enhancement Services, A & C Alternative Care, Balanced Minds, Amazings Grace, Ridge Place Family Services, and Gateway Homes. Accept for the three agencies noted at the top of this entry, *the following agencies who are still required to submit a dues payment are as follows: Triumph Residential Services, FamMat Services, Positive Image, United Family Services, We Care Residential, Simms Children's Services, S.O.A.R., Total Wellness, and C & N Family Services.* Following the final reporting period of 2013, Kim Lindblad (undersigned), with assistance from Dr. Lynda Hyatt, will ascertain how many agencies are delinquent in their payments to the committee and this information will be provided to the OHR Advocate early in January 2014. At that time, the OHR can recommend DBHDS cite the agencies for failure to adhere to the Cooperative Agreements, signed with the OHR, upon affiliation with the LHRC Committee.
- b) Balanced Minds was asked to submit their transportation policy and procedure as this was not submitted in November, as requested. The committee also requested that Balanced Minds submit their Human Rights policies and procedures to the committee.

VI. Affiliate Reports

- Amazings Grace
 - DBS
 - YEA
 - A & C Alternative Care (*present but no report provided to the committee at time of the meeting*)
 - We Care Residential
 - Specialized Youth Services
 - SOAR, LLC
 - New Journey Family Services
 - Balanced Minds (*present but no report provided to the committee at time of the meeting*)
 - Ridge Place Family Services
 - TAG Services
 - C & N
 - Total Wellness
 - United Family Services (Group A, presence not required)
- a) *Reminder to Affiliates: you are required to forward Program Reports (on the newest quarterly report format) to your Affiliate Liaison (Ms. Lindblad) regardless of whether or not your attendance is required at the scheduled meeting. (Group A attends the February, 2014 meeting.) Ms. Lindblad will forward the newest report format to new affiliates to ensure new affiliates have the correct report format. (A new format is due to be implemented as of January 1, 2014.)*
- b) *Meeting attendance or failure to provide a written report may result in a citation from DBHDS.*
- c) *Ms. Carrie Flowers will contact DBHDS to determine if Simms Childrens' Assistance Services (New Horizons Group Home) continues to operate a DBHDS licensed facility.*
- d) *Ms. Carrie Flowers requested a copy of Ridge Place Family Services' Fall Risk Plan on client discussed during program reports. Mr. Watkins advised the*

program will need to submit appropriate events (i.e. serious injuries) into the CHRIS system.

e) Ms. Carrie Flowers requested TAG Services send their information regarding the recent change they made from using behavioral intervention method CPI Non-violent Crisis Intervention to behavioral intervention method Crisis Wave.

f) Mr. Stone motioned to accept the reports; Ms. Tierney seconded the motion.

VII. Advocate's Report

All agencies were provided information by email regarding changes related to CHRIS. There are new quarterly and annual report formats that will go into effect on January 1, 2014.

VIII. Closed Session

Mr. Nichols motioned to go into Closed Session. Ms. Vartanian seconded the motion. Participants in the Closed Session were as follows: all PR-LHRC committee members, Ramona Strickland, Director of Risk Management at Poplar Springs Hospital, Joe Tripani, CEO at Poplar Springs Hospital, and Chrissy Hall, Director of Clinical Services at Poplar Springs Hospital. The committee came out of closed session at 4:38pm. Poplar Springs had been provided with recommendations from the SHRC, to include several requests for policy changes. Poplar Springs submitted the policies for review and approval. The Committee was satisfied with the proposed policies at this time, but the Members will take a closer look at them over the next reporting period. The policies will either be accepted at that time or additional recommendations will be made by the LHRC.

IX. Other Business

a) The 2014 meetings will occur as follows: February 12, 2014 (Group A), May 14, 2014 (Group B), August 13, 2014 (Group A), and November 12, 2014 (Group B).

b) Reporting Period	Reports to Kim by	Meeting Date
10/1/13 – 12/31/13	1/10/14	2/12/14 (Group A attends meeting)
1/1/14 – 3/31/14	4/10/14	5/14/14 (Group B attends meeting)
4/1/14 – 6/30/14	5/10/14	8/13/14 (Group A attends meeting)
7/1/14 – 9/30/14	10/10/14	11/12/14 (Group B attends meeting)

X. Adjournment

Mr. Nichols motioned to adjourn the meeting; Ms. Vartanian seconded the

motion. Motion carried. The PR-LHRC meeting was adjourned at 4:41pm.

11/26/13; kml